



WORLD-CLASS EDUCATION

www.kean.edu

FIRE SAFETY TRAINING PROGRAM

1000 Morris Avenue, T106

Union, New Jersey 07083

908-737-0230

FIRST CLASS  
U.S. POSTAGE PAID  
UNION, NJ 07083  
PERMIT NO. 61

# SPRING 2011 COURSES

## FOR FIRE OFFICIALS, FIRE INSPECTORS, FIRE INSTRUCTORS AND FIREFIGHTERS

**MARK YOUR CALENDARS:** Spring 2011 online registration will begin on March 7, 2011. In addition to the many popular training programs and educational courses returning to our schedule, there will be several new and updated offerings to serve the training needs of the fire service.

### ONLINE REGISTRATION PERIODS:

MARCH 7 - MARCH 20 - LIMIT: TWO COURSES

MARCH 21 - LIMIT: FOUR ADDITIONAL COURSES

Course descriptions will be available online starting March 1 at  
[WWW.STATE.NJ.US/DCA/DFS](http://WWW.STATE.NJ.US/DCA/DFS) and [WWW.KEANFIRESAFETY.COM](http://WWW.KEANFIRESAFETY.COM)



# INTERNET REGISTRATION INFORMATION

## WEB-BASED REGISTRATION

New features added to the Division of Fire Safety Website give fire personnel more control over the process of registering for courses. You will be able to access and update your personal information, review and print your course enrollment list, review and print your completed course list, obtain a certificate of attendance for any course you have completed, review and print your current certification list, and review and print your courses for certification.

### TO REGISTER, YOU WILL NEED TO LOGIN TO YOUR MYNEWJERSEY ACCOUNT.

If you do NOT have a myNewJersey account, please call 908-737-0230 for technical assistance only, Monday through Friday, 9 a.m. to 3 p.m. No telephone registrations will be accepted.

If you already have a myNewJersey account, follow the steps below:

STEP 1 - Open the State of New Jersey's website:  
**WWW.STATE.NJ.US**

STEP 2 – Click on Login, located in the upper left hand side of the screen

STEP 3 – Complete the fields for Log On ID and Password and click on the “Log On” button

STEP 4 – Check that you are clicked on the “myNewJersey” tab, which is located on the left side of the screen under “ The State Of New Jersey”

STEP 5 – Click on “NJ Firefighters Certification” located under DCA Applications. If you do not have this link, please call 908-737-0230 Monday – Friday, 9 a.m. – 3 p.m. for technical assistance.

STEP 6 – Click on the gray rectangle “Register for Course” on the Division of Fire Safety Personal Information screen



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